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State of Wisconsin  
Department of Corrections

DATE: 9-7-00

MEMORANDUM

324  
ENTERED SEP 20 2000

SEP 14 2000

From: Agent 32409

to FROM: Cashiers Unit

RE: Offender Robt Huber

Number 193205-A

SEP 27 2000

SUBJECT: Held Money

The above offender has \$ \_\_\_\_\_ in savings. Please advise what you wish done with these funds. Release of these funds requires a Disbursement Order, DOC-32.

The above offender has work release funds in his/her account of \$ \_\_\_\_\_. If you wish to clear this account, please submit a Disbursement Order, DOC-32.

X The Cashiers Unit is holding \$254.00 in Client Funds because obligations on his/her active case(s) have been paid. Please advise if:

\_\_\_\_\_ additional obligations are due;

\_\_\_\_\_ this is an overpayment/refund to the offender; or,

X a check should be made out to the Department and forwarded to the agent for supervision fees in the amount of \$254.00; and, the offender should be refunded \$ -0-.

Agent Signature

Date

9-19-00

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